



To: Mayor Dodgen and Council Members
Steve Parker, City Manager

From: Dale Skinner, Fire Chief

Date: April 21, 2026

Re: Contract Amendment with Emergicon to include Fire/Emergency Response Billing

Historical Background

The emergency and non-emergency services response activity to incidents continues to increase each year, creating additional demands on all operational aspects of the fire department services. The fire department has investigated different methods to offset costs while maintaining an effective response. Seguin Fire Department desires to implement a fair and equitable procedure by which to collect said mitigation rates and establish a billing system to recover costs for these responses.

Currently, the department utilizes Fire Recovery USA to provide billing services for the response to motor vehicle collisions and hazardous materials responses. Their fee for this service is 20% of the collected fees.

In 2023, the department entered into a contract with Emergicon for EMS billing services. We recently learned that, under the business name Emergifire, they also handle billing for responses to motor vehicle collisions and hazardous materials incidents. As a current Emergicon client, the fee for these additional services is 15% of the revenues collected.

Emergifire utilizes proprietary software to extract the necessary billing data from the client's records management software remotely. They obtain the existing claim number or create a new claim with the insurance carrier, bill the individual and submit the claim to the insurance company, provide follow-up proof of laws, legal documents, and other information, and finally, recover the funds.

In the event of a motor vehicle collision in our response area, Emergifire will only bill the party that is responsible for the collision if they reside outside of the city of Seguin. Residents of Seguin will not receive a bill regardless of fault. Hazardous materials responses can be costly and vary in size and they will be billed no matter if the party resides within or outside of the city.

Action Requested

End the contract with Fire Recovery USA effective June 30, 2026 and authorize the city manager to amend the contract with Emergicon for the purpose of billing for responses to motor vehicle collisions and hazardous materials incidents beginning July 1, 2026.

Procurement Methodology & Funding Source

Emergicon's fee for this service is 15% of the collected fees.

Staff Recommendation

Staff recommends amending the contract with Emergicon for the purpose of billing for responses to motor vehicle collisions and hazardous materials incidents.

Attachments

None.

Respectfully,



Dale Skinner
Fire Chief